

Hanover Cares Board Meeting Minutes –Oct. 24, 2016 – 4:00 – 5:00PM

7522 County Complex Rd., Hanover, VA

Attendees:

Susan Robertson, President, Hanover Cares
Kerri Freis, Hanover County Sherriff's Office (Law Enforcement)
Heather Shaheen, New Song Church (Secretary)
Doug Goodman, Ashland Police Department
Trip Chalkley, Commonwealth Attorney's Office
Cassie Cunningham, Attorney (President Elect)
Maureen Earley, Community Development Specialist
Lisa Beitz, Hanover CSB
Dave Hines, Hanover County Sherriff's Office
Mary Ellen Colangelo, Hanover County Public Schools
Leon Musser, Hanover County Sherriff's Office

• **Approved minutes from July 18, 2016 meeting:**

Motion to approve – Dave Hines, seconded by Cassie Cunningham.

• **Financial report:**

- Since our first account was opened, the coalition has changed its name and received an EIN number as a non-profit. We are now our own fiscal agent. As such, all new grant funds are disbursed to Hanover Cares. This change required an updated checking account that reflected our new status. On 8/29/2016, Martha opened the new account at Union Bank using our current EIN and coalition name.

- **Union Bank Account Number: 401030**

I CARE Youth Council (account opened 12/31/2002)

- Beginning Balance: \$2,515.59
- Debits: \$947.50 – Check to the Meg Menzies Foundation, proceeds from the Randolph-Macon College Meg's Mile fundraiser.
- **Ending Balance: \$1,568.09**

- Union Bank Account Number: 850719

Hanover Cares (account opened 8/29/2016)

- Beginning Balance: \$4,000.00
- Deposit: \$4,000 - ABC Grant (Just Say Something parent campaign)
- Deposit: \$500.00 - Walmart Grant (Teens Care Too)
- **Ending Balance: \$4,500.00**

- Motion: To close the original I CARE Youth Council Account and deposit the \$1,568.09 into the new account under our correct name, Hanover Cares.

Motion to approve – Dave Hines, seconded by Cassie Cunningham.

- Reminder: We need to find a new treasurer.

- **Old Business:**

- Approval of By-laws
Motion to approve with amendment of deletion of Article VII, Section 3 (b)
Motion to approve – Maureen Earley, seconded by Cassie Cunningham.
- New Board Members - Lisa Beitz, Michael Gil
Motion to approve – Cassie Cunningham, seconded by Dave Hines.
- Teens Care Too update (**Enter Notes from Teens Care Too Update**)
 - YADAPP: Students enjoyed the speakers the conference and the educational material provided. All the youth that provided feedback said they would want to go back again. However, students were directed by YADAPP youth staff members to focus on projects that could win them an award and were continually told that their projects (Hidden in Plain Sight, etc.) would not win them the award so they should scrap it and develop something else. This resulted in the students creating projects they were not passionate about and created a lot of frustration for the students.
 - Building Every Day Leadership in Teens Curriculum: We are using this curriculum to teach leadership skills to the youth, which is focused on the tangible actions students can take to practice their leadership skills such as planning activities for their family or greeting and getting to know a new student at their school. Students have participated in exercises that allowed them to identify and articulate their personal values. They discussed ways to practice/demonstrate their values through every day actions.
 - Teen Panel: 1 TC2 member (Sam Waldeman) served as a Teen Panel member for the Strengthening Families program at New Song Church this summer. She spoke with middle school students about how to make healthy choices and avoid the pressures of drug/alcohol use in middle and high school.
 - Hidden in Plain Sight: HIPS recreates a teenager's bedroom and places objects throughout the space that are used when using alcohol, tobacco and other drugs. Objects are often innocent looking to parents. Parents entering the space are offered to "snoop" in the space. TC2 members have collected furniture and other items for the Hidden in Plain Sight program that will take place in February at New Hanover Presbyterian Church. Students also researched ways youth hide alcohol and drugs in their rooms, backpacks, and clothes. They discussed activities that could be done with youth while parents "snooped" in the HIPS bedroom. The students also discussed what type of workshop could be held to guide and educate parents on drug prevention after they "snooped" through the bedrooms. We will hold a future meeting at NHPC so we can begin to set up the space. **Maureen secured a \$500 grant from Walmart to fund the project!
 - Marijuana Training: All members attended a Sunday afternoon training on Marijuana. They learned how people are using marijuana, learned about the arguments for and against legalization of medical and recreational marijuana, effects on the brain, culture of marijuana use, marketing and the climate in Colorado. Students will be using this new knowledge to create a presentation and possibly a video. The presentation would be given to community members to inform them about the dangers of marijuana and the cost to society should recreational marijuana be legalized. They will also create marijuana fact cards. Cards will have photographs of students on one side with the caption "Teens Care Too member Jurnee wants you to know..." The other side of the card will state the fact about marijuana.
- School Youth Survey update
 - Received 736 surveys from 8th grade students
 - Received 79 surveys from 10th grade students
 - Received 31 surveys from 12th grade students

- "Just Say Something" parent media campaign
 - Funded by ABC Grant & Drug Free Communities Grant
 - Campaign will go out every month for 6 weeks
 - Column in Herald Progress – Will allow Hanover Cares to get the message out
 - Suggestion to contact Mechanicsville Local for a column to communicate to other areas of Hanover not covered by the Herald Progress
- **New Business**
 - Drug-Free Communities grant award
 - Grant began Sept. 30th, 2016. 5 year grant, \$125,000/year
 - ½ of grant amount will go towards the Executive Director salary.
 - We are our own fiscal agent
 - Executive Director Search
 - Began search process, placed postings on multiple sites
 - 5 interviewed (1 offered, but never returned phone call)
 - 2 interview panels
 - 1st Panel: Susan Robertson, Cassie Cunningham, Maureen Earley & Kerri Freis
 - 2nd Panel: Majken Whitaker, Kierstin Streitl, Martha Lambert, Maureen Earley & Kerri Freis
 - After the 2nd round of interviews – Octavia Marsh – stood out, understands working with boards, very professional
 - Salary Approval:
 - \$48,000, after probation – raise her to \$50,000
 - Retirement: 5% of salary
 - Health Stipend: 12% of salary
 - Personnel Policies: Will follow Hanover County Benefits policies until Hanover Cares establishes their own guidelines:
 - PTO – 168 hours (21 days) front loaded, with maximum carryover of 21 days
 - 2 floating holidays
 - Paid holiday vacation (13 days)
 - Mileage to be included
 - Total Package - \$52,000 budgeted – Col. Hines requested total package details, including taxes, etc.
 - References will be checked out after approval
 - Vote to hire contingent on approval of references, background check, DFC, FBI check
 - Motion to approve – Cassie Cunningham, seconded by Lisa Beitz
 - Office space for Executive Director
 - Suggested locations to consider:
 - Local Hospital – Wellness Clinic/Hanover County Government Space, Neutral Space
 - CSB – Short Term Option
 - OrthoVA/Behavioral Regional Partnership
 - Ashland Police Dept. – Offered conference room as temporary location
 - Goal to have space donated
 - Revisit office space in January
 - Email to be sent out to local churches

- **Other Business**

- Partner updates:
 - Sherriff's Office: "Not for Me" Campaign with Atlee H.S., Mary Ellen Colangelo
 - Spinoff from Fox5 Campaign
 - Heroin workgroup update:
 - Ashland Theatre showing – "Imagine the Dragon"
 - Reagan Phillips – Ashland resident wanted the showing to occur again by taking it on the road to share the message on a grander scale
 - Presently, plans are in a holding pattern
- Upcoming fundraisers: Asked to put on Facebook pages & to share with community
 - Marty's, Wednesday, October 26th
 - Riverbound Café, Tuesday, November 15th
- Project Sticker Shock scheduled for Saturday, February 4th, 2017
 - Atlee Resource Officer in charge, 4 vans, lunch offered again with students and chaperones
 - 10 students/school – selected through Drug Forum & YADAPP
 - Goal to hold participants to 40 total
 - Teens Care Too/YADAPP: Will give first choice to participate to the Teens Care Too/YADAPP Students

- **Adjourn**

- Motion to adjourn – Doug Goodman, seconded by Cassie Cunningham

Next Meeting:
Monday, January 23rd @ 4:00pm
Hanover Sheriff's Office
7522 County Complex Rd.
Hanover, VA 23069